

Toronto,

November 30th, 1916.

R. Y. Eaton Esq.,

The T. Eaton Co. Ltd.,

Toronto.

Dear Mr. Eaton:-

I am sorry to be so tardy in taking up the subject of our Committee. I had an engagement of some weeks standing to fill which took three days last week and that was followed by other unforeseen matters which prevented me getting at it until to-day.

The first question which I think we must settle is this: Is the School to be a permanent institution founded by Mrs. Eaton and bearing her name, or is it to terminate with her life or Mrs. Raff's ability to carry it forward? That question should be settled on a broader basis than personal considerations. Is it a work worthy of perpetuity for the sake of what it can accomplish in the education of the young? If so, would Sir John Craig Eaton desire to associate it in perpetuity with the name and memory of his mother? His father put, I suppose, nearly \$ 50,000. into it for Mrs. Eaton's sake because it afforded her a pleasing and worthy interest. The matter then was not fully considered from all points of view. Perhaps it was not just then possible to forecast what now we have learned from experience.

Now we know what the School can do in the shape of good work.

It can give a good training in Physical Culture, a taste for good literature, including French, and the power to use the English language correctly and expressively in reading, conversation and composition. Our strong points are Physical Culture and the correct and expressive use of English, and a taste for good literature - all important elements of a superior education.

In an age and country in which our language is so badly abused by the introduction of slang, the infusion of provincialism, inattention to proper grammatical construction, and careless, indistinct enunciation and mispronunciation, a course such as is given in the School might be of great benefit to our young people and is really a great assistance to those who avail themselves of its advantages. Already in ten years sixty-five have graduated in a full course, many of whom are now teaching in different parts of the country. This, of course, is the argument in favour of its maintenance in perpetuity.

What will it cost to put it on a permanent basis and how can that be accomplished?

1st The cost of maintaining this work: Three elements : (1) Teaching;
(2) Administration and business charges; (3) Maintenance of building.

Teaching	4678.00
Administration and business expenses	1746.51
Maintenance of building	1280.07

Total expenditure	7704.58
" income	5688.05

" deficit	2016.53
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In 1904 the total expenditure was \$ 1435.76 - teaching staff \$ 983.00
expenses \$ 452.76

balance 329.74

1765.50

Total income \$ 1765.50

From these figures one fact is evident, viz. the increased expenses and consequent deficit of the school have come with its enlargement and independence.

In 1904 the school was closely connected with Victoria College. The students received all their instruction in languages and literature in the College at a cost to the school of \$ 183.00. Mrs. Raff had charge of Physical Culture in Annesley Hall in return for which she had free rooms and board and the use of the gymnasium for her students. Her total expense for rent, heat, light, and caretaking was \$ 184.36; all other expenses amounted to \$ 268.40, a total expense of \$ 452.76. Mrs. Raff's personal income might be put at \$ 1200.00, counting what she earned in Annesley Hall, which means that she was about as well off ten or twelve years ago as now. But that income came for extra work out of school hours. Supplementing the work from Victoria College was a casual advantage which could hardly continue when the school grew to its present proportions. The clerical work of the school was provided without expense at a time when but little was required. The students too were limited largely to those ~~largely~~ taking full courses and paying the larger fees. From these various ~~causes~~ causes the result is that income has been multiplied by three and one-fifth while expense is multiplied by five and two-fifths. This has converted a surplus of \$ 329.00

into a deficit of \$ 2016.00.

An income of \$ 8000.00 would carry the school on its present basis. Can that basis be improved for financial results? At present twenty-nine full course students pay \$ 3625.00, an average of \$ 125.00 each. Seventy-two partial course students pay \$ 720.00, an average of \$ 10.00 each. These contribute \$ 4345.00. The other students, two hundred and eighty-nine in number, contribute \$ 633.55, an average of \$ 2.19 each. They are: the Deaconess classes for whom Mrs. Burnside contributes \$ 200.00, or nearly \$ 6.00 each; the Eatonia Club who pay \$ 1.00 each, and a few other evening and special classes. These classes certainly do an excellent and praiseworthy work. They help a class of women who give their time to Mission Work. They give an intellectual interest to a large number of working women belonging to the Eatonia Club, and they then extend the influence of the School. They of course entail extra expense both in teaching and in keeping the building open in the evening.

I do not think that the fees can be raised for full course students. They are already as high as similar institutions in the United States. To raise the fees for the miscellaneous students would probably exclude them and bring the missionary work of the school to an end. By the aid of scholarships the number of full course students might be increased. Sixteen additional full course students would cover the deficit. An endowment of say \$ 40000.00, or a special bonus for a defined period of say \$ 2000.00 a year would do the same thing - more certainly.

Can anything be done to enlarge the class of General Culture students?

1. Greater attention to English composition, accurate structure of sentences, use of words, pronunciation, and distinctness and accuracy of enunciation in conversation and reading, as well as public speaking and recitation.

2. Special emphasis on Physical Education.

These two elements might make the General Culture Course and the Teachers' Course more popular and more useful, both for teachers and for the attainment of such a command of good English as marks the truly educated man or woman. I should consider this more important and more likely to commend itself to the better judgment of the public than knowledge of Dramatic Art.

The classes in the Higher Courses are not full. Sixteen to twenty additional students i.e. four to six additional in each year of the full courses would not overcrowd the classes. This would give classes of ten to twelve in each year, not too large for the best work.

This represents as careful a study of the work and situation of the School as I am able to make, and with these facts before us I hope our committee may be able to come to a wise conclusion as to the future -

Yours sincerely

A. Burnard

Toronto, May 8th, 1922.

MEMORANDUM OF CONVERDATION WITH MR. R.Y. EATON RESPECTING
THE MARGARET EATON SCHOOL OF LITERATURE AND EXPRESSION.

At the next Annual Meeting, it is proposed to make
Lady Eaton a Director of the School and the transfer
of a Share should be made before that date.

JAL.LW.

Copy to:
Mr. Musgrave.

John A. Livingstone

*12/6/22. Mr. Livingstone took Cash Register Books. &c.
& is attending to Lady Eaton's share.
J.A.L.*

THE MARGARET EATON SCHOOL OF LITERATURE AND EXPRESSION

NOTICES FOR ANNUAL MEETING OF SHAREHOLDERS

June 27th, 1921.

Sir John C. Eaton.
"Ardwold", Davenport Road.

Mrs. Eaton,
"Raymar", Oakville.

Mrs. J. S. Burnside }
182 Cowther Ave. }

Mrs. George G. Nasmith,
~~The Margaret Eaton School,~~
~~48 North Street, City.~~ 41 Quail Rd.

Mrs. N. Burwash,
~~511 Ontario Street, City.~~
39 1/2 Markham

Mr. R. Y. Eaton

Mr. H McGee

Mr. J. J. Vaughan

B. C. A. W. L. ...

OK. Registered Receipt. R. C.

OK. Registered Receipt. R. C.

OK. Registered Receipt. R. C.

OK. Registered Receipt. R. C.

R. Y. Eaton

Stuart

Delivered by J. J. Vaughan personally

all attached to OK on June 23 1921.

CERTIFICATE OF POST OFFICE REGISTRATION

No.

620

Registered this day a *fully prepaid* Letter addressed to



Mrs. Geo. H. Nasrath
Postmaster.

N.B.—A certificate is to be given for every letter accepted for registration whether the party posting the letter applies for one or not. A Postmaster failing to give a certificate for every such letter incurs a serious responsibility.

Postmasters will please to notice that the above certificate purports to be for a *fully prepaid* letter. They should therefore see that the letter is fully prepaid before accepting it.

[OVER]

50 B.—1,000,000 sheets. 23-9-20.

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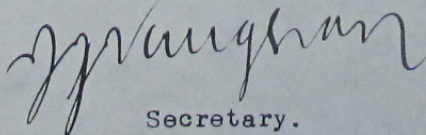
[OVER]

50 B.—1,000,000 sheets. 23-9-20.

NOTICE OF THE ANNUAL MEETING OF SHAREHOLDERS
THE MARGARET EATON SCHOOL OF LITERATURE AND EXPRESSION
June 27th, 1921.

Notice is hereby given that the Annual General Meeting of the Shareholders of the Margaret Eaton School of Literature and Expression will be held on Monday, June 27th, 1921, at the residence of Mrs. Eaton, "Raymar", Oakville, at 3 o'clock P.M.

THE MARGARET EATON SCHOOL OF LITERATURE
AND EXPRESSION


Secretary.



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